

DEPARTMENT OF ENVIRONMENTAL QUALITY

DIVISION OF ENVIRONMENTAL RESPONSE AND REMEDIATION

UST BRANCH

FY 2005 GOALS

- I. Contaminated LUST sites will be cleaned to levels that are protective of human health and the environment.

Measures:

- a. Review and closeout 107 LUST sites between July 1, 2004 and June 30, 2005.^{CPM H5}
- b. Complete the investigation of 10 LUST Trust funded sites that have a high potential to be closed based upon the results of the investigation. These site investigations will be completed and results documented by November 30, 2004.
- c. Develop project schedules for state lead sites. Proceed according to project schedules toward site cleanup and closure.
- d. Increase the percent of confirmed LUST sites cleaned up and closed out.
- e. Monitor impact of MTBE on groundwater in Utah.

- II. Prevent releases of hazardous and toxic substances into the environment

Measures:

- a. For all subgoals under this goal, update report on progress towards goal quarterly.^{CPM H2 H5}
- b. Conduct or insure completion of leak detection inspections at 100% of the facilities throughout the state by June 30, 2005.
- c. 80% of inspected facilities in substantial compliance with leak detection requirements after 60-day inspection follow-up.^{CPM H2}
- d. 90% of inspected facilities in substantial compliance with operational requirements after 60-day inspection follow-up.
- e. Identify facilities that remain in non-compliance with release detection & operational requirements two months after the inspection date and initiate appropriate compliance actions.^{CPM H2}
- f. 95% of operational facilities have current Certificate of Compliance by

June 30, 2005.

- g. Track effectiveness of various leak detection methods, including undetected releases, false alarms and inconclusive results.
- h. Develop a protocol for investigation failed leak detection reports including investigative steps and when to turn a fail into a suspected release by October 31, 2004.
- i. Coordinate with EPA, Region VIII, inspections of facilities on Indian Land that participate in the Petroleum Storage Tank Fund.

III. Program development and continuous improvement for efficient and effective cleanup of LUST sites

Measures:

- a. Prioritize potential UST enforcement actions by July 31, 2004 and update priority list quarterly.
- b. Cost recover state money used to investigate, abate and /or cleanup LUST sites, where the RP is unknown, unwilling, and/or unable, increase the number of cost recovery actions initiated, funds recovered, and settlement agreements completed from the previous fiscal year.
- c. By June 1, 2005, update the project manager's user guide for the LUST Access database module.

IV. Employees

- 1. Provide employees clear guidance and direction to successfully fulfill their responsibilities.

Measures:

- a. Negotiate performance plans, consistent with strategic goals and objectives, with specific measurable performance criteria for all staff, by June 30, 2004.
- b. Conduct informal one-on-one performance evaluations quarterly for all staff to discuss status of assigned projects to provide feedback and direction. Formal review by June 30, 2005.

V. Implement measures to allow for employee development

Measures:

- a. Develop a training needs list by October 1, 2004.
- b. Recognize staff for specific exemplary performance in customer service, individual task accomplishments, teamwork, and support for Department Mission, Vision, and Operating Principles.
- c. If funding allows, provide training for all employees, appropriate to experience and need of each person, and provide at least one training opportunity for each staff member by June 30, 2005.
- d. EPA Region VIII will facilitate Roundtable Training for UST Inspectors before June 30, 2005.

VI. Customer service

- 1. Improve customer service by conducting proactive public communication and education activities.

Measures:

- a. Publish bi-annual Newsletter by November 2004 and May 2005.
- b. Co-host a Symposium for the Petroleum Brownsfields Program with U. S. EPA Region VIII. The Symposium will be held between August and September 2004.
- c. Project manager visit small owner PST eligible sites within 30 days of receiving confirmation of release. Document visit and compile results. Report results quarterly.
- d. Host the 14th Annual State Fund Administrators Conference to be held in June 2005 in Salt Lake City, Utah.
- e. Each project manager will perform 15 site visits to LUST sites in order to provide customer assistance to owners.

VII. Determine and evaluate budgetary requirements to manage a viable UST program

Measure:

- a. Complete budget for staffing, equipment, travel and organizational needs by November 11, 2004. Review budget status within 30 days after the end of each quarter.

VIII. Enhance policy makers' (Legislature, other Elected Officials, and Boards) Understanding of Environmental Issues

1. Keep the Solid and Hazardous Waste Control Board informed of important and relevant information regarding the UST program

Measures:

- a. At each SHWC Board meeting, prepare relevant information for Board members on environmental policy issues.

IX. Coordination with local health departments (LHD) and local governments

1. Provide adequate oversight of local health departments.

Measures:

- a. Review contract performance with LHDs by December 1, 2004 and May 15, 2005.
- b. Conduct semi-annual inspector training by December 31, 2004 and June 30, 2005.